



**CITY OF DUVALL**  
**PO Box 1300**  
**Duvall, WA 98019**  
**(425) 788-3434**

**OFFICIAL USE ONLY**

Case Number \_\_\_\_\_

Date Received \_\_\_\_\_

by \_\_\_\_\_

Related Case Numbers \_\_\_\_\_

***APPLICATION FOR A  
CLEARING & GRADING PERMIT***

***OWNER NAME*** \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, and Zip \_\_\_\_\_

Telephone \_\_\_\_\_

\_\_\_\_\_  
Signature(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature(s)

\_\_\_\_\_  
Date

I (we), the above-signed, do hereby affirm and certify, under penalty of perjury, that I am one (or more) of the owners or owner under contract of the below described property and the foregoing statements and answers are true and correct on my information and belief as to those matters.

***CONTRACTOR NAME*** \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, and Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Signature \_\_\_\_\_

\_\_\_\_\_  
Date

***ENGINEER/ARCHITECT NAME*** \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, and Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Signature \_\_\_\_\_

\_\_\_\_\_  
Date

***AUTHORIZED REPRESENTATIVE NAME*** \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, and Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Signature \_\_\_\_\_

\_\_\_\_\_  
Date

***NAME OF PROJECT*** \_\_\_\_\_

***PROPERTY LOCATION***

☐

North

☐

South

☐

East

☐

West

Side of \_\_\_\_\_

between \_\_\_\_\_

(Road Name)

and \_\_\_\_\_

(Road Name)

Property Address \_\_\_\_\_

(Road Name)

Section \_\_\_\_\_

Township \_\_\_\_\_

Range \_\_\_\_\_

Assessors Parcel Number \_\_\_\_\_

Full length description of subject property \_\_\_\_\_

(Attach a separate sheet if necessary)

**UTILITIES**

Water Supply (NAME OF UTILITY, IF APPLICABLE)

Existing \_\_\_\_\_ Proposed \_\_\_\_\_

Sewage Disposal (NAME OF UTILITY, IF APPLICABLE)

Existing \_\_\_\_\_ Proposed \_\_\_\_\_

Access (NAME OF ROAD OR STREET FROM WHICH ACCESS IS OR WILL BE GAINED)

Existing \_\_\_\_\_ Proposed \_\_\_\_\_

Total acreage in site \_\_\_\_\_

Total square footage in paved or covered surfaces \_\_\_\_\_

Estimated amount of soil to be removed and/or filled each year for the next five years:

Year \_\_\_\_\_ Amount \_\_\_\_\_

Year \_\_\_\_\_ Amount \_\_\_\_\_

Year \_\_\_\_\_ Amount \_\_\_\_\_

Year \_\_\_\_\_ Amount \_\_\_\_\_

Year \_\_\_\_\_ Amount \_\_\_\_\_

Is this a balanced cut and fill from within site?

☐ Yes ☐ No

If answer is No, will the excavate material be taken offsite?

☐ Yes ☐ No

If answer is Yes, where will materials be deposited? Location \_\_\_\_\_

What is the depth of the proposed fill or excavation at its highest point? \_\_\_\_\_

What is the purpose of the fill? \_\_\_\_\_

Is it in conjunction with a Building Permit?

☐ Yes ☐ No

OR is it in conjunction with any other permits either City or County?

☐ Yes ☐ No

If yes, what? \_\_\_\_\_

OR for grading within proposed right-of-ways? Plat Name \_\_\_\_\_

Does the project site involve a land form or biological area, such as beaches, marshes, bogs, steep slopes? ☐ Yes ☐ NoAre there any severe soils limitations or geologic hazards evident? (Slope in excess of 15%, ravine, or depression) ☐ Yes ☐ NoIs the project located within a potential or identified differential settlement area? ☐ Yes ☐ NoIs there any drainage going through the area to be filled or excavated, either all year or during rainy periods? ☐ Yes ☐ NoDoes the proposed project involve a natural drainage channel or stream bed? ☐ Yes ☐ NoWill construction occur within 50 feet of a water course? (stream) ☐ Yes ☐ NoIs the project within an identified 100 year flood plain? (Federal Flood Insurance) ☐ Yes ☐ NoWill the proposed project result in the removal of a natural resource for commercial purposes (including rock, sand, gravel, oil, trees, or minerals)? ☐ Yes ☐ NoWill the project alter the existing quantity, quality, or velocity of runoff (during construction phases and/or after completion of the project)? ☐ Yes ☐ NoCan this fill or excavation cause damage in any way to downhill properties? ☐ Yes ☐ No

Have you investigated this subject? \_\_\_\_\_

What is the existing condition of the proposed fill or excavation site? \_\_\_\_\_

Has a soils report been completed on the subject property? \_\_\_\_\_

**ALL APPLICANTS MUST SUBMIT THE FOLLOWING INFORMATION**

**NOTE: The site plan must be at a scale of not more than an inch to 20 feet and not less than an inch to 50 feet.**

1. Ten copies of the site plan drawing and application shall be submitted which must include all of the following:
  - a. The boundaries of the property proposed for top soil removal.
  - b. The means of vehicular ingress and egress to and from the site and the size and location of access points.
  - c. An illustration of the areas of said property where soil is proposed to be removed and the soil berm, fence, or landscape screening to be used to screen the soil removal operation from adjoining properties or public.
  - d. The location of all existing and proposed structures, including, but not limited to, buildings, fences, culverts, bridges, roads, and streets. Include setbacks from property lines.
2. A grading plan showing the grade of the soil both prior to and after the proposed removal, and engineering documentation and explanation of the effect of said soil removal upon the future installation of sewerage facilities, the effect upon future drainage, and the effect upon the water table located under said property.
3. Drawing and descriptive narrative showing the removal sequence and the means proposed to be taken to ensure the continuity of natural site drainage flow without undue or uncontrolled ponding in retention areas.
4. Proposed actions to control dust and noise during the removal operation.
5. A proposed plan, including time sequence, for restoration of the land area after the removal of soil.
6. A listing of the names and addresses of all adjoining landowners.

**CLEARING AND GRADING REQUIREMENTS**

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Where indicated by an "x", the following requirements shall be conditions for approval and shall be stated clearly on the grading plan.

1. \_\_\_\_\_ All disturbed areas, if left for a period of more than 30 days (i.e., of development of property or buildings is not initiated within 30 days following completion of the grading work) shall be grass seeded with a standard hydroseed or other City approved vegetation.
2. \_\_\_\_\_ No grading of any kind shall be undertaken on the City rights-of-way or alleys.
3. \_\_\_\_\_ The maximum slope of all cuts shall be 2 horizontal to 1 vertical. Steeper cuts may be allowed when approved building permits for retaining wall structures and rockeries have been issued.
4. \_\_\_\_\_ It shall be the permittee's responsibility to keep clean adjacent City streets, which have become soiled through the permittee's operation. All materials spilled, dropped, washed, or trucked from vehicle onto roadways or into storm drains must be removed immediately. At the City's request, the permittee shall promptly wash adjacent streets.
5. \_\_\_\_\_ The erosion sedimentation control systems depicted on the plat drawing are intended to be minimum requirements to meet anticipated site conditions. As construction progresses and unexpected or seasonal conditions dictate, the permittee should anticipate that more erosion and sedimentation control facilities will be necessary to ensure complete siltation control on the proposed site. During the course of construction, it shall be the obligation and responsibility of the permittee to address any new conditions that may be created by his activities and provide additional facilities, over and above minimum requirements, as required by the City and as may be needed to protect adjacent properties and water quality of the receiving drainage system.
6. \_\_\_\_\_ It shall be the permittee's responsibility to control drainage, as required by the City Inspector. Upon completion of grading covered by this permit, adjacent properties shall be protected from any and all surface drainage generated by the subject property.
7. \_\_\_\_\_ All adjacent properties shall be left undisturbed.
8. \_\_\_\_\_ Provide a filter fabric fence along all downhill side property lines and streets, prior to lot activities.
9. \_\_\_\_\_ Provide a construction rock entrance to help control any foreign materials from entering City streets.

**SPECIAL REQUIREMENTS**

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Drainage \_\_\_\_\_  
Soil Test \_\_\_\_\_

By \_\_\_\_\_

Compact Test \_\_\_\_\_

By \_\_\_\_\_

**DEVELOPMENT REVIEW COMMITTEE:**

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Bond Secured \_\_\_\_\_ Amount \$ \_\_\_\_\_ No. \_\_\_\_\_

Approved by: \_\_\_\_\_ Plan Review Fee: \_\_\_\_\_

Date: \_\_\_\_\_ Permit Fee: \_\_\_\_\_

Date Expires: \_\_\_\_\_ Total Fee: \_\_\_\_\_